

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,  
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

**ORDINANCE**

**APPROVING A CONTRACT WITH D.H. PACE COMPANY, INC., FOR SCHEDULED PREVENTATIVE MAINTENANCE AND REPAIR SERVICES ON AUTOMATED DOORS, DOOR OPERATORS, AUTOMATIC GATES, GATE OPERATORS, AND SUPPORTING EQUIPMENT FOR AN ESTIMATED ANNUAL COST OF \$280,680.00 BEGINNING UPON AWARD AND ENDING SEPTEMBER 30, 2026, WITH TWO ADDITIONAL ONE-YEAR RENEWAL OPTIONS FOR AN ESTIMATED TOTAL OF \$1,403,420.00 INCLUDING RENEWALS. FUNDING IS FROM THE RESPECTIVE DEPARTMENT'S FY 2024 OPERATING BUDGET. FUNDING FOR SUBSEQUENT YEARS IS CONTINGENT UPON CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.**

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**WHEREAS**, the City released a Request for Competitive Sealed Proposals (RFCSP) for scheduled preventative maintenance and repair services on automated doors, door operators, automatic gates, gate operators, and supporting equipment at various locations throughout the City; and

**WHEREAS**, three proposals were received, of which one proposal was deemed nonresponsive due to respondent's failure to submit the required solicitation documents, one proposal was deemed nonresponsive due to material exceptions to the City's contract terms and conditions, and one was evaluated; and

**WHEREAS**, staff recommends D.H. Pace Company, Inc., for award of a contract based on the City's standard RFCSP evaluation process; and

**WHEREAS**, approval of this ordinance will authorize a contract beginning upon award and ending September 30, 2026, with the option for the City to renew for two additional, one-year periods, for an estimated annual cost of \$ \$280,680.00, or an estimated total cost of \$1,403,420.00 for the entire contract term including renewal options; and

**WHEREAS**, all expenditures will be in accordance with the applicable fiscal year's budget approved by City Council; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The proposal submitted by D.H. Pace Company, Inc., for scheduled preventative maintenance and repair services on automated doors, door operators, automatic gates, gate operators, and supporting equipment, beginning upon award through September 30, 2026, with the option for the City to renew for two additional, one-year periods, for an estimated total cost of \$1,403,420.00 for the entire contract term including renewal options is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the Score Summary and RFCSP is attached hereto and incorporated herein for all purposes as **Exhibit I**.

**SECTION 2.** Funds will be encumbered upon issuance of purchase orders, and payment is authorized to D.H. Pace Company, Inc. All expenditures will be in accordance with the Fiscal Year 2024 budget, and such other appropriations necessary to fund the contract through its term as evidenced by subsequent ordinances.

**SECTION 3.** The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this ordinance.

**SECTION 4.** This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

**PASSED and APPROVED** this \_\_ day of \_\_\_\_\_, 2024.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Debbie Racca-Sittre, City Clerk

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Andrew Segovia, City Attorney